

**AGENDA FOR THE REGULAR MEETING
OF THE COMMUNITY SERVICES COMMISSION
OF THE CITY OF LA MIRADA
MARCH 6, 2019 – 6:30 P.M.
COUNCIL CHAMBERS, CITY HALL, 13700 LA MIRADA BOULEVARD
LA MIRADA, CALIFORNIA 90638**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's Office at (562) 943-0131. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Citizens are invited to speak on any item listed on the agenda following the staff report on the matter and prior to Community Services Commission vote. Comments on matters not on the agenda will be heard during the Public Comment period. The policy of the Community Services Commission is that individual presentations not exceed five minutes.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioner	Rebecca Cline
Commissioner	Pete Dames
Commissioner	Diane Gramajo
Commissioner	Steve Lee
Commissioner	Michael Lord
Vice Chairman	Misty Cota
Chairman	Susan Savage

APPROVAL OF MINUTES

- 1. MINUTES OF THE REGULAR MEETING OF FEBRUARY 6, 2019** - It is recommended the Community Services Commission approve the minutes of the regular meeting of February 6, 2019.

NEW BUSINESS

2. **SOCIAL SERVICES AGENCY FUNDING REQUEST FOR FISCAL YEARS 2019-2020 AND 2020-2021** – It is recommended the Community Services Commission review and discuss the social services agency funding request for Fiscal Years 2019-2020 and 2020-2021.
3. **2019 PARK REVIEW**– It is recommended the Community Services Commission review and discuss the annual park review.

PUBLIC COMMENT

(The speaker is requested, but is not required, to orally state or register his or her name and/or address on the sheet located at the podium, for purposes of recording the information accurately in the minutes. Any information or materials provided are recorded in the minutes and are subject to public disclosure under the Public Records Act. No action will be taken on matters not listed on the agenda. Please observe a five minute limit to communications.)

SENIOR, HISTORICAL, AND YOUTH COUNCIL REPORTS

COMMISSION ANNOUNCEMENTS

STAFF ANNOUNCEMENTS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated this 28th day of February 2019



Micaela Diores
Community Services Secretary

**MINUTES OF THE REGULAR MEETING OF
THE COMMUNITY SERVICES COMMISSION OF
THE CITY OF LA MIRADA**

FEBRUARY 6, 2019

CALL TO ORDER

The regular meeting of the Community Services Commission was called to order at 6:30 p.m. in the Council Chambers at City Hall, 13700 La Mirada Boulevard, La Mirada, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present:

Commissioner Rebecca Cline
Commissioner Pete Dames
Commissioner Diane Gramajo
Commissioner Steve Lee
Commissioner Michael Lord
Vice Chairman Misty Cota
Chairman Susan Savage

Staff:

Liza Soto, Aquatics Manager
Jorge Orozco, Community Services Coordinator
Amanda Watson, Community Service Technician
Micaela Diores, Community Services Secretary

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF DECEMBER 5, 2018

Commissioner Dames moved and Commissioner Cline seconded to approve the minutes of the December 5, 2018 meeting.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Commissioners Cline, Dames, Gramajo, Lee, Vice Chairman Cota,
Chairman Savage
NOES: None
ABSENT: None
ABSTAIN: Commissioner Lord

NEW BUSINESS

2. 2019 HOMELESS COUNT

Aquatics Manager Liza Soto introduced Community Services Coordinator Jorge Orozco.

Community Services Coordinator Orozco reported the City participated in the 2019 Los Angeles Homeless Services Authority's (LAHSA) Homeless Count held January 23. He shared tentative results from predetermined areas canvassed by volunteers and informed the Commission that an accurate estimate of the homeless population in La Mirada would be released by LAHSA, which includes any findings outside of the predetermined areas.

Commissioner Lee inquired about the sharp increase of persons in recreational vehicles and campers between 2017 and 2018.

Community Services Coordinator Orozco responded and stated the restrictions placed by surrounding cities in 2017 prohibiting parking of recreational vehicles on public streets may have caused the increase. He also stated no persons in recreational vehicles were found in this year's homeless count.

Commissioner Savage inquired how homeless persons are identified.

Community Services Coordinator Orozco reported that volunteers attended a training regarding safety and identification markers.

3. COLLEGE BANNER PROGRAM

Aquatics Manager Soto re-introduced Community Services Coordinator Orozco.

Community Services Coordinator Orozco reported on the College Banner Program and said applications would be available to La Mirada High School students in March. He said new banners would be installed in June and that last year's banners would be gifted to the recipients' families.

Vice Chairman Cota inquired about program costs.

Community Services Coordinator Orozco responded and informed the Commission that the banners were \$100 each and provided by the Norwalk- La Mirada Unified School District, while the City covered the installation cost.

Commissioner Lee inquired about the possibility of extending the banner program's location past Adelfa Drive and on to the main cross streets.

Community Services Coordinator Orozco responded and informed the Commission that the light poles located on La Mirada Boulevard and Rosecrans Avenue are utilized for the Military Banner Program and the Avenue of Presidents portraits.

4. VOLUNTEERS IN ACTION QUARTERLY REPORT (OCTOBER – DECEMBER 2018)

Aquatics Manager Soto introduced Community Services Technician Amanda Watson.

Community Services Technician Watson reported a combined total of 48,377 volunteer hours were contributed during the months of October, November and December 2018 through the Volunteers in Action program.

PUBLIC COMMENT

La Mirada resident Lee Olsen reported volunteer hours for the Planning Commission were inaccurately reflected on the supplemental volunteer service hours report.

Community Services Technician Watson responded and stated staff would review the hours and follow up with Mr. Olsen.

SENIOR, HISTORICAL, AND YOUTH COUNCIL REPORTS

Historical Preservation Advisory Council Vice Chairperson Marlene Olsen informed the Commission that tours of the George House would be available during the regularly scheduled Neff Estate Tours while renovations at the Neff Mansion continue. She also stated resident Harry Scott was recently appointed to the Historical Council and reported on several items including the Gardenhill Park Ribbon Cutting Ceremony, Meals on Wheels Spaghetti Dinner, and the AARP Tax Aide Program.

Senior Council Chairperson reported on SeniorNet registration and encouraged increased promotion of workshops and seminars in the La Mirada Living. He reported on the Gardenhill Playground Ribbon Cutting Ceremony, Love a Tree poster contest, and the Senior Safety and Crime Prevention Workshop.

Youth Council Member Benjamin Coronado reported on the annual park review, Father Daughter Dance, and the Father Son Campout.

COMMISSION ANNOUNCEMENTS

Commissioner Gramajo attended the Gardenhill Playground Ribbon Cutting Ceremony, the Meals on Wheels Spaghetti Dinner, and the annual Homeless Count. She stated a La Mirada Kiwanis fundraiser would be held on February 23 at the La Mirada Volunteer Center.

Commissioner Lee attended the Homeless Count and commended staff on a well-organized event. He encouraged supporting local businesses by visiting new eateries in La Mirada.

Commissioner Dames reported on the Athletic Council's spring season and opening day ceremonies for La Mirada Girls Softball Association, La Mirada Baseball Association, and La Mirada Little League.

Commissioner Cline commended staff on the Youth in Government luncheon, Meals on Wheels Spaghetti Dinner, and the Homeless Count. She inquired about ways to ensure community scholarships are evenly distributed.

Commissioner Lord responded and recommended that local organizations providing scholarships meet and discuss the selection process.

Vice Chairman Cota commended staff on the Homeless Count, Youth in Government Luncheon, and the Gardenhill Ribbon Cutting Ceremony. She reported on the Meals on Wheels Spaghetti Dinner, the 2019 Relay for Life, and the Mayor's Prayer Breakfast to be held on April 12.

Chairman Savage announced her retirement.

The Community Services Commission and staff congratulated Chairman Savage.

STAFF ANNOUNCEMENTS

Community Services Coordinator Orozco reported Youth in Government presentations would take place during the La Mirada City Council meeting on February 26.

ADJOURNMENT

The meeting was adjourned at 7:05 p.m.

Submitted:

Attest:

Micaela Diores
Community Services Secretary

Susan Savage
Chairman

NEW BUSINESS

Community Services Commission
March 6, 2019

TO: Community Services Commission

FROM: Oliver Osuna, Community Services Director

ORIGINATED BY: Lisa Montoya, Community Services Supervisor

**SUBJECT: SOCIAL SERVICES FUNDING REQUESTS
FISCAL YEAR 2019-2020 AND 2020-2021**

BACKGROUND

Throughout the years, the City of La Mirada continues to partner with local social service agencies that offer pertinent programs and services to La Mirada residents. Many of the social service agencies listed in this report continue to provide various services to the La Mirada community.

FINDINGS

Social services agencies that have received funding in previous years are sent a funding application packet. The application includes information on the agency and services provided. As part of the application process, agencies are required to submit current insurance documents, the most recent copy of an independent audit, independent review, or California Exempt Organization Annual Statement (Form 199). The City's Finance and Risk Management departments review the insurance documents and financial reports provided by the agencies and ensure the proper information is received prior to the funding. The City's policy regarding funding remains as follows: funding in the amount of \$5,000 and under may be approved by the City Manager; amounts over \$5,000 are presented to the City Council for approval.

The funding process begins with the Community Services Commission which conducts site visits to each agency, provide an evaluation and recommendation, and hear from the agency representative during a Commission meeting. Information regarding past funding amounts and amounts requested are shown on Attachment A. During Fiscal Year 2017-2018 and Fiscal Year 2018-2019 the Commission recommended funding of \$108,381.

At tonight's meeting Commissioners will select agencies to evaluate as well as hear from the following agency representatives. It is requested that Commissioners complete the site visits and evaluations by March 27.

1. Community Advocates for People's Choice, Inc.
Carolyn Reggio, CEO

2. Helpline Youth Counseling, Inc.
Angela Bolton - Director of Development
3. Los Angeles Centers for Alcohol and Drug Abuse (LACADA)
Priscilla Rodriguez- Development Coordinator
4. Meals on Wheels La Mirada
Debbie Garza-President
5. Interfaith Food Center
Veronica Castro- Executive Director
6. The Whole Child
Vanessa Sedano- Director of Housing Program
7. Southeast Area Social Services Funding Authority (SASSFA)
Kirk Kain- Executive Director
8. Straight Talk
Janine Schroth, PhD - Executive Director

RECOMMENDED ACTION

It is recommended the Community Services Commission review and discuss the social services funding requests.

ATTACHMENT A

FY 2019-2020 and FY 2020-2021 SOCIAL SERVICES FUNDING

ANNUAL FUNDING - AGENCIES REVIEWED BY THE COMMUNITY SERVICES COMMISSION		Amount Funded 2010	Amount Funded 2009-2010	Amount Funded 2010-2011	Amount Funded 2011-2012	Amount Funded 2012-2013	Amount Funded 2013-2014	Amount Funded 2014-2015	Amount Funded 2015-2016	Amount Funded 2016-2017	Amount Funded 2017-2018	Amount Funded 2018-2019	Funding Amount Requested 2019-2020	Funding Amount Requested 2020-2021
1	Social Service Agency Community Advocates for People's Choice, Inc. Services Provided Provides life-skills & employment training for the developmentally disabled. Helps to empower and improve quality of life.	\$500	\$500	\$400	\$1,000	\$1,000	\$1,000	\$1,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
2	Helpline Youth Counseling, Inc. Provides in-home and office counseling, therapeutic day treatment services for at-risk and delinquent youth and their families.	\$2,500	\$2,500	\$2,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$5,000	\$5,000
3	Los Angeles Centers for Alcohol and Drug Abuse (LACADA) Provides outpatient and residential programs for adults, children, youth, pregnant/parenting women, homeless, and disabled persons involved in or affected by substance abuse.	\$2,000	\$2,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
4	Meals On Wheels La Mirada Provides home delivered meals to home bound/disabled residents of La Mirada who are unable to provide and prepare meals.	\$8,000	\$8,000	\$8,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
5	Community Legal Services Helps victims of domestic violence obtain Temporary Restraining Orders in Norwalk Courthouse.	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0
6	Interfaith Food Center Provides supplementary food to qualified residents on a weekly basis.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
7	The Whole Child Provides mental health and social services to children and their families. Also provides continuum of care shelter services for homeless families, section 8 vouchers, and referral services, etc. for up to 6 mos.	\$1,400	\$1,400	\$2,000	\$1,000	\$1,000	\$1,000	\$1,000	\$2,000	\$2,000	\$2,000	\$2,000	\$5,000	\$5,000
8	Straight Talk, Inc. Provides affordable, high-quality counseling services to the community. Provides a safe and supportive environment for those in need of general counseling, prevention, or substance abuse resources.	\$86,490	\$64,868	\$64,868	\$58,381	\$58,381	\$58,381	\$58,381	\$58,381	\$58,381	\$58,381	\$58,381	\$58,381	\$58,381
9	SASSFA Provides services that support frail seniors to remain independent and safe in their own homes. Provides support to the job seeker in meeting their employment and training needs, and to assist businesses to grow and thrive.	\$30,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$28,000	\$30,000	\$30,000	\$35,000	\$35,000
		\$136,890	\$110,268	\$109,768	\$103,381	\$103,381	\$102,381	\$102,381	\$103,381	\$106,381	\$108,381	\$106,381	\$119,381	\$119,381

COMMUNITY SERVICES COMMISSION

Social Services Agency Funding Site Visits

FY 2019-2020 and FY 2020-2021

Agency Name	Agency Information	Assigned Commissioner
Community Advocates for People's Choice (CAPC)	Carolyn Ann Reggio (562) 693-8826 7702 Washington Avenue, 1st Floor. Whittier, CA 90602	
Helpline Youth Counseling	Angela Bolton (562) 273-0722 Telegraph Road. Whittier, CA 90604 14181	
Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA)	Priscilla Rodriguez (562)777-7500 x 204 11015 Bloomfield Avenue. Santa Fe Springs, CA 90670	
Meals on Wheels La Mirada	Debbie Garza (562) 943-0037 13810 La Mirada Boulevard. La Mirada, CA 90638	
Interfaith Food Center	Veronica Castro (562) 903-1478 11819 Burke Street. Santa Fe Springs, CA 90670	
The Whole Child	Vanessa Sedano (562) 692-0383 10155 Colima Road, Whittier, CA 90603	
Southeast Area Social Services Funding Authority (SASSFA)	Kirk Kain (562) 946-2237 x 223 10400 Pioneer Boulevard. Santa Fe Springs, CA 90602	
Straight Talk, Inc.	Janine Schroth (562) 943-0195 13710 La Mirada Boulevard. La Mirada, CA 90638	

**City of La Mirada Community Services Commissioner's
Evaluation of Agency Request for Funding Checklist
Fiscal Years 2019-2020 and 2020-2021**

It is requested that Community Services Commissioners contact the agency and schedule a date to meet with the Director or Manager of the organization requesting funding.

Following the visit, Commissioners should complete the below form and add any additional comments, suggestions and observations. This form should be emailed back to Community Services Supervisor Lisa Montoya at lmontoya@cityoflamirada.org by **Wednesday, March 27**. Should you have any questions or need assistance with this process, feel free to contact Lisa Montoya at (562) 902-3125.

DATE OF SITE VISIT: _____

Agency Name: _____

Met With--Name: _____

Title: _____

Funded FY 2018-2019: _____

Requested FY 2019-2020 _____ **FY 2020 – 2021** _____

CS Commissioner: _____

EVALUATION CRITERIA

Program Definition

- The agency's program is clearly described
- There is a clearly defined target population
- A clear description of services is provided
- The service is well established
- A clear reason why the service is needed
- There are clearly identified funding sources
- A clear differentiation can be made from similar services provided by other agencies

Notes:

Program Necessity

- A need exists for this service for La Mirada residents
- La Mirada residents support the service based upon need
- The service is not a duplication of other services

Notes:

Program Accessibility

- The service is accessible to La Mirada residents

Notes:

Cost Factor of Service

- The funding request is reasonable for the number of La Mirada clients served.

Value Worksheet:

Service cost per client: _____

Number of City clients: _____

Total amount of funds to serve City clients: _____

Total City contribution: _____

- The dollar amount is consistent with contributions of other cities in relation to number of residents served.
- The agency provides a breakdown of usage of funds based on client services provided as part of its monthly reporting.

Notes:

Quality of Service

- A high standard of professional service is established and maintained.
- The service has in place a measurable performance evaluation process.
 - o Number of clients served or units of service provided
 - o Client satisfaction survey
 - o Agency performance evaluation

Notes:

Additional Notes from Site Visit:

I have reviewed the agency designated above:

_____ **CS Commissioner- Printed Name/Title**

_____ **CS Commissioner Signature**

Date: _____

Please use additional pages if necessary

NEW BUSINESS

**Community Services Commission
March 6, 2019**

TO: Community Services Commission
FROM: Oliver Osuna, Community Services Director
ORIGINATED BY: Micaela Diores, Community Services Secretary
SUBJECT: 2019 PARK REVIEW

BACKGROUND

The Community Services Commission annually conducts evaluations of city parks in an effort to identify and prioritize maintenance needs of local parks. Recommendations are submitted to the Public Works Department.

FINDINGS

At tonight's meeting Commissioners will select parks to evaluate from the list below. It is requested that park evaluations be submitted to staff by March 27. Recommendations will be provided to the Public Works Department and also shared with the Love La Mirada Board as potential projects for the annual Day of Service on April 12, 2019.

PARK	
1.	Anna J. Martin Park
2.	Behringer Athletic Fields (North and South)
3.	Creek/ Oak Creek Park
4.	Frontier Park
5.	Gardenhill Park
6.	Los Coyotes Athletic Field
7.	Neff Park
8.	Veterans Park
9.	Windermere Park

The Los Coyotes Athletic Field is not owned by the City but used by La Mirada Athletic Council organizations. The Heights Christian Athletic Field will not be evaluated as the agreement between the City and Family Resource Ministries for use of Heights Christian Junior High School was not renewed. Also not included is Benton Athletic Field, which is under renovation.

RECOMMENDED ACTION

It is recommended that the Community Services Commission review and discuss this report.



**Community Services Commission
2019 Park Evaluation Form**

Park: _____

Commissioner: _____

Inspection Date: _____ Time: _____

AREA	CONDITION: Good, Fair, Poor	DESCRIBE ACTION NEEDED OR COMMENTS
Baseball Fields		
Basketball Courts		
Bleachers / Seating		
Community Center - Rec. Center		
General Park Infrastructure		
Open Space - Lawn Areas		
Other Multipurpose Fields		
Picnic Shelters		
Playgrounds		
Restrooms		
Signage		
Soccer Field-Grass		
Tennis Courts		
Trees		
Water Fountains		

ADDITIONAL COMMENTS